

Sail Canada

Committee: Training & Certification Committee	Attendees: Warren Nethercote (Chair), Lynne Beal, Joe Jospe, Mike Turner, Katie Nicoll, Eric Turner Regrets: Observers: Wendy Loat (TCC Liaison),	Date: 2018/01/16 Time: 8pm EST Location: Conference Call / Webinar
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No.	Agenda Item	Discussion / Action description	Motion / Action
1.0	Call to Order	Meeting opened at 8:06pm eastern.	
2.0	Approval of Minutes	Approval of the minutes of the meeting of 12 December 2017.	K. Nicoll / Motion Carried
3.0	Matters Arising	<p>3.1 Report on JSC TOR INQUIRIES (Wendy Loat): The Governance committee had not yet responded.</p> <p>Action: Inquire of Governance Committee.</p> <p>3.2 Investigation following misconduct hearing (Warren Nethercote): Investigation submitted. See Agenda Item 5 for consideration.</p>	S. Crothers / January 23 rd 2018
4.0	Work Plan	<p>4.1 Communications Plan (Eric Turner): Eric Turner presented the draft communications plan for discussion. There was universal support for it and interest in both minor revision (an additional key message 'encouraging new judges' for example) and in beginning to put the plan into operation.</p> <p>Action: Produce next iteration of plan and begin preparation of communications materials: 1) a JSC update, 2) messaging around the interim use of the US Sailing test as per agenda item 4.3(b).</p> <p>4.2 Certification Standards (Warren Nethercote): Version 3.2 of the revised judges program (with Beal mark-ups) was the basis of discussion. It was agreed that the new standard should be an evolving document and the target for first release was seen to be sending the document to TCC for approval after the February or march meeting. Particular concerns arising with version 3.2 were:</p> <ul style="list-style-type: none"> • Making clear that the Part 2 training requirement would be satisfied by generic, commercially or locally available offerings rather than a formal sail Canada seminar • Need for further development of clearer, achievable experience standards <p>There were a considerable number of agreed editorial improvements.</p> <p>Action: Prepare version 4 for next JSC meeting.</p>	<p>E. Turner / February 8th 2018</p> <p>W. Nethercote / February 8th 2018</p>

		<p>4.3 Testing (Lynne Beal):</p> <p>a. Club Judge Test: The testing panel had examined the 150 existing Club Judge test questions and found it necessary to revise or replace 2/3 of them due to deficiencies. A revised test will be available for the BC Club Judge seminar scheduled for 26 January 2018.</p> <p>Action: Provide new Club Judge test to M. Turner for BC seminar.</p> <p>b. Proposed Interim RJ/NJ testing via US Sailing: US Sailing has agreed to allow no-cost access to its on-line judge test with the proviso that participants be identified to US Sailing in a limited number of bulk lists. Two bulk lists are proposed, the first being known RJ or NJ candidates requiring retesting together with RJs or NJs approaching renewal, and the second being self-identified candidates interested in progression. Both would require communications.</p> <p>Action: Prepare draft list of first group of candidates who will need to write the RJ & NJ test.</p> <p>Action: Develop communications to invite second group to join bulk submission to US Sailing.</p> <p>c. Longer Term RJ/NJ Test Development: There has been no progress in this area while the focus has been on a new Club Judge test question bank.</p> <p>4.4 Training Materials (Nethercote/M. Turner): (due to pressure of time, agenda items 4.4 (a – c) were not addressed at the meeting)</p> <p>a. Club Judge Seminar Presentation</p> <p>b. Proposed Outline Club Judge Renewal Seminar Presentation</p> <p>c. RJ/NJ Seminar Presentations (not discussed: defer to next meeting)</p>	<p>L. Beal / January 26th 2018</p> <p>S. Crothers / January 22nd 2018</p> <p>S. Crothers, A.L. Beal, & E. Turner / February 8th 2018</p>
5.0	Investigation	<p>Consideration of Investigator’s Report of a Misconduct Hearing (The JSC Chair investigated a misconduct hearing following complaints to Sail Canada and submitted a report to JSC. The Chair, as investigator is recused from further consideration of the matter. Lynne Beal to chair ‘consideration.’) Discussion reported in Annex A, excluded from public record.</p>	
6.0	Certifications	No applications received	
7.0	Future Meetings	<p>Dates & Agenda items: Next meeting in week of 12 February to be selected via Doodle poll of members.</p>	
8.0	Adjourn	Meeting adjourned at 10:16pm eastern.	K. Nicoll / Motion